

**Park and Recreation Commission****Meeting Minutes**

**Date:** March 18, 2014, 6:00 P.M.

**Place:** Room 111, Town Hall, 333 Washington Street, Brookline MA

**Commissioners Attending:** John Bain, Nancy O' Connor, Antonia Bellalta, Jean Stameris, Daniel Lyons, Jim Carroll

**Commissioners Absent:** Clara Batchelor

**Staff:** Erin Gallentine, Parks and Open Space Director, Lisa Paradis, Recreation Director, Jessica Zarni, Parks Administrative Assistant

TOPIC	KEY POINTS/DISCUSSION	
<b>Chairman's Welcome Approval of Minutes</b>	<ul style="list-style-type: none"><li>J. Bain opened the meeting and asked for changes or comments on the Park and Recreation Minutes from February 11, 2014.</li></ul>	N. O'Connor moved for approval of the minutes. Seconded by J. Stameris. All in favor.
<b>Public Comment</b>	<ul style="list-style-type: none"><li>No public Comment.</li></ul>	
<b>Eliot Playground-Review Scope Reduction, Budget and Schedule- Vote</b>	<ul style="list-style-type: none"><li>E. Gallentine presented a slide show for the Eliot Playground/Warren field renovation project. The first slide shown was a picture of the master plan. The priority of the renovation was the play equipment due to accessibility and safety requirements. New play equipment was needed for both 2-5 and 5- 12 year olds. E. Gallentine listed what was in the base bid and on the add alternate list. Waldstein and Eliot both came in over budget. In order to have buildable renovation projects within budget the Town needs to reduce the scope of both contracts, and negotiate with the low bidders. E. Gallentine is recommending removing the water rill and all the associated plumbing to reduce the cost as there is already a spray pool within the park, the feature is seasonal, has annual operating costs and not as multigenerational as other improvements such as the perimeter walking path. E. Gallentine also suggested removing the reorientation of the field 15 feet from its existing location as it costs over 50K. E. Gallentine discussed the project and lowest bid dollar amounts. E. Gallentine will purchase the site furniture and install over time, the trees will be purchased by E. Gallentine and planted by the Town overtime and the fencing will be done with the Town's fence contract. E. Gallentine and D. Lyons discussed the lowest bidder dollar amount in comparison to the bidder who came in second. E. Gallentine wants to leave a little bit of room in the budget for contingency.</li><li>D. Lyons and E. Gallentine discussed the contractor.</li><li>N. O'Connor asked E. Gallentine what initially the</li></ul>	The chair moved to support the recommendations as presented by Parks and Open Space Director Erin Gallentine on that changes and adjustments required to keep the Eliot Playground/ Warren Field project within budget. Seconded by J. Carroll. All in favor.

	<p>area will have for site furniture because E. Gallentine discussed buying the site furniture over time. E. Gallentine went over some of the furniture that would definitely be in the area. A. Bellalta and E. Gallentine discussed reusing and refurbished benches. E. Gallentine stated that there won't be as much seating right away as she would like but overtime it will be added. N. O'Connor just expressed her concerns for seating for the elderly and wondered if current furniture could be refurbished. E. Gallentine stated that she will do the best that she can; there are pieces of furniture that cannot stay where they are due to the demolition requirements for the project.</p> <ul style="list-style-type: none"> <li>• N. O'Connor and E. Gallentine discussed the back stop and outfield fence. D. Lyons asked E. Gallentine if she planned on moving the back stop, E. Gallentine stated that if the Commission directs her to move it back she will move it back. E. Gallentine stated that the Commission may want to invite the neighborhood to come and discuss moving the back stop. E. Gallentine stated that the infield and the fence are staying where they are, a better back stop will be added with a sun visor. E. Gallentine stated that the Commissioners have time to decide if they so choose to move the back stop, but the abutters would need to be notified.</li> <li>• Joan and E. Gallentine discussed the sand elements and benches. E. Gallentine stated that she will make sure there is seating, but just wanted to make everyone aware of the funding restrictions.</li> <li>• D. Lyons and E. Gallentine discussed requests for dedication benches.</li> </ul>	
<b>Waldstein Playground- Review Scope Reduction, Budget and Schedule- Vote</b>	<ul style="list-style-type: none"> <li>• E. Gallentine presented a slide of the master plan as a refresher. E. Gallentine listed what was in the base bid and add alternate list. The bid also came in too high. The budget was one million one hundred and eighty thousand dollars and the lowest bid came in at one million four hundred and forty seven thousand dollars. E. Gallentine stated that there are elements of the project that have been reserved for the time of site construction in order to minimize impact to the public. Elements such as drainage, park lighting and field improvements, irrigation and reorientation will be incorporated into the project now as it is most economical and minimizes disturbances to the public. Several of these items have been planned for and are funded separately. E. Gallentine stated that in order to bring the project within budget, the Town is looking to buy site furniture directly, eliminating some of the contract fence work ,installing the fibar safety surfacing and purchasing the trees. E. Gallentine has looked at other capital accounts</li> </ul>	<p>N. O'Connor moved to vote in favor of the modified scope of the work for the Waldstein Playground renovation and the use of CIP Funds as presented. Seconded by J. Stameris. All in favor.</p>

	<p>that she has that she can put towards this project that would have been planned otherwise and make sense to accomplish now as part of the overall project.</p> <ul style="list-style-type: none"> <li>• J. Carroll and E. Gallentine discussed the estimating of this project.</li> <li>• E. Gallentine discussed the capital money that she will apply for tennis and basketball improvements, and park lighting/tennis court lighting.</li> <li>• E. Gallentine will be working with P. Ditto to address offsite drainage improvements</li> <li>• E. Gallentine is putting capital field and fence money towards the field reorientation itself.</li> <li>• E. Gallentine and J. Carroll discussed drainage.</li> <li>• E. Gallentine and N. O'Connor discussed E. Gallentine's field budget and the overall work planned for the upcoming year</li> <li>• The Commission thanked E. Gallentine for all of her work on reducing the scope.</li> </ul>	
<b>Park and Open Space Report</b>	<ul style="list-style-type: none"> <li>• E. Gallentine spoke with Town Council and there is no warrant article needed for the naming of Fisher Hill Reservoir Park for two reasons. One reason being in that in a past Town Meeting vote the Reservoir was referenced as Fisher Hill Reservoir Park, and the second reason being that the bylaw is directed towards renaming not "naming". E. Gallentine discussed the meeting with the contractors for Fisher Hill Reservoir Park, and some of the kinks that are being worked out such as price and quantity negotiations. The project is moving into the excavation phase with more significant grading that is happening on site. E. Gallentine discussed the approval of the submittals and exactly what submittals are. The water distribution system map is being designed and E. Gallentine is putting in a request to the Purchasing Department for the trees. E. Gallentine and J. Bain discussed the tree purchasing procedure.</li> <li>• E. Gallentine gave a Fisher Hill Gate House Preservation update. There was a full staff meeting that was held and E. Gallentine invited the stake holders and the Friends of Brookline Preservation were there as well. There were 50 percent design drawings and last week the Preservation Commission voted unanimously in favor of moving forward with the Fisher Hill Gate House Preservation Project as it was presented. There is a separate grant proposal that was submitted last week. There were letters written both J. Bain and E. Gallentine for the windows and doors. J. Carroll and E. Gallentine discussed doing a tour.</li> <li>• E. Gallentine wanted to make the Park and Recreation Commission aware of a project that is happening on the Riverway. E. Gallentine showed a slide of the bike</li> </ul>	<p>J. Bain made a motion to support Town Council's Recommendation for the naming of Fisher Hill Reservoir Park. Seconded by J. Carroll. All in favor.</p>

	<p>pedestrian path that goes through the Boston Back Bay, The Riverway Path and the Landmark Center. Boston Transportation and MASS DOT are looking to make a bike pedestrian connection that goes down to the Fenway. This would connect to Brookline Pedestrian bike path. E. Gallentine thinks it's a great idea. E. Gallentine asked for a vote of support from the Park and Recreation Commission to make the connection to our pedestrian/bike path. The Commission discussed the illumination in that area. E. Gallentine discussed a possibility of lighting the Riverway in the future.</p> <ul style="list-style-type: none"> <li>• The Muddy River Restoration Project phase one construction continues on, the design for phase two has been started which is full environmental restoration bank dredging, construction will commence in three years and E. Gallentine wanted to highlight how funding for full environmental restoration is critical. E. Gallentine discussed the specifics of the Army Corps. funding for spot dredging.</li> <li>• Olmsted Birthday Celebration is on April 26<sup>th</sup>. E. Gallentine listed the activities that will be available.</li> <li>• E. Gallentine discussed summer Sundays with the Emerald Necklace Conservancy in August.</li> <li>• Emerald Necklace bike/pedestrian crossing on route 9 project was discussed.</li> <li>• 111 Boylston Street is being developed, and it is next to Boylston Street Playground. There is a path that abuts the park, they are rebuilding the stairs, they are putting a seat wall that will have illuminating part of it will be on Town Property. The Town will be entering in agreement, and there will be planting behind it. It will be maintained by them and then when the project is complete the Town will get a percentage of the full value of the project that will go into the Boylston Street Playground.</li> <li>• E. Gallentine stated that the Larz Anderson Wall went out to bid and the results were over budget. The Water &amp; Sewer Division and the Highway Division are going to help complete some of the drainage work and paving so that the wall project scope can be reduced and hopefully come back within budget.</li> <li>• The Larz Anderson Roadwork reconstruction is in the CIP, and E. Gallentine has been thinking about how to move into the next period of improvements at Larz Anderson. E. Gallentine discussed the work that has been done with V. Walker. E. Gallentine has been thinking long and hard who to bring on board to help us for the next 10-20 years. E. Gallentine has been discussing with P. Ditto the roadway and drainage improvements, and they both agree that they wanted to think about the circulation, parking and drainage as part</li> </ul>	<p>N. O'Connor moved to vote in favor of the bike/ pedestrian path connection. Seconded by A. Bellalta. All in favor.</p> <p>The chair moves to vote in favor of hiring KMDG to work as the Landscape Architects for Larz Anderson park. Seconded by D. Lyons. All in favor.</p>
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	<p>of the bigger picture. E. Gallentine discussed traffic studies that have been done. E. Gallentine discussed a grant opportunity that is coming up. E. Gallentine would like to recommend to hire KMDG, who did the work for Fisher Hill, to be the new Landscape Architects for Larz Anderson Park. They have the expertise and have demonstrated an exceptional ability to preserve the historic and cultural integrity of the landscape with contemporary use. They are a young firm that would be eager for a project like this. E. Gallentine gave a few examples of why she thinks they would be a great fit. There is no need to put out a request for a proposal for landscape architectural services because it is exempt. E. Gallentine was looking for support from The Park and Recreation Commission to hire KMDG. E. Gallentine and N. O'Connor discussed fees.</p> <ul style="list-style-type: none"> <li>• E. Gallentine stated that the crew will be on site this week putting in the railings at Billy Ward. The park will be open this spring, and there will be a grand opening party.</li> <li>• E. Gallentine discussed Devotion Schools concepts that are being reviewed by the School Committee.</li> </ul>	
<b>Land Use Agreements Protocol- Vote</b>	<ul style="list-style-type: none"> <li>• L. Paradis stated that if the Town should enter into any land use agreement S. Cirrillo and Town Council asked that there be a protocol that is used. The vote is asking that before agreeing to any land use agreement, the Park and Recreation Commission will solicit all other internal Brookline users for potential interest. There are termination clauses in all these agreements. D. Lyons asked if there have been conflicts and L. Paradis responded with a no. They are requesting a waiver because they have incurred some major travel expenses for the year, because of the super bowl.</li> </ul>	<p>The chair moved to vote in favor of the land use agreement that states that before agreeing to any land use agreement, the Park and Recreation Commission will solicit all other internal Brookline users for potential interest. Seconded by A. Bellalta. All in favor.</p>
<b>Brookline/JP Pop Warner Field Fee Request- Vote</b>	<ul style="list-style-type: none"> <li>• L. Paradis discussed a letter to the Park and recreation Commission from Pop Warner, requesting that the field use fees be waived for 2013. L. Paradis provided that Commission with some background information such as rosters and financials. L. Paradis has worked in partnership with pop warner throughout the years, we gave them ample time and opportunity with 18-24 months of discussion and planning time to budget for the field fees. They are charged the residency rate and they are not charged for synthetic field use. L. Paradis broke down the bill to the Commission. They are requesting a waiver because they have incurred some major travel expenses for the year, because several of their teams went to the the Pop Warner super bowl in Florida. Pop Warner pays at the end because sometimes certain adjustments are made, such as field closures. D. Lyons asked what the 2013 bill totalled and L. Paradis</li> </ul>	<p>The chair moved to vote to not waive the field use fee. Seconded by N. O'Connor. All in favor.</p>

	<p>stated just the 2013 fee. A. Bellalta asked if there were adjustments still to be waived for the 2013 fee and L. Paradis stated no. A. Bellalta asked if anyone else has come forward to have the fees waived and L. Paradis stated no. D. Lyons stated that if this fee is waived it will start a slippery slope. J. Bain went through some of the financials. J. Carroll has an issue with incurring such traveling expenses and come back and asking for the field fees to be waved. J. Stameris discussed a day of service for payment. J. Carroll believes in giving breaks due to hardships, but in this case he does not feel as if he can wave these fees. J. Bain agreed with J. Carroll and waving fees like this could create a snowball effect. N. O'Connor also believes that this would be a slippery slope to waive these fees, and she spent some times discussing their financials and our fees.</p>	
<b>Recreation Update</b>	<ul style="list-style-type: none"> <li>• L. Paradis discussed The New England Youth Sports Concussion Forum that is taking place on Thursday May 8<sup>th</sup> at Gillette Stadium. L. Paradis discussed her line up of speakers.</li> <li>• The Building Custodian application and interview process is complete and candidate Felix Pena has accepted the position and will begin on Tuesday March 18<sup>th</sup>. M. Battite explained some of his background and discussed the interview process</li> <li>• The rink had a great season. There were some early weather issues with the back to back storms. All and all it went really well.</li> <li>• L. Paradis and the commission discussed cost recovery.</li> <li>• Michael Murphy's dad passed away, and the Town lost one of its long time golf instructors, Frank Milbury. Frank passed away unexpectedly March 12<sup>th</sup>.</li> <li>• The golf maintenance building is substantially completes, work has to be done on the outside and electricity need to be approved. The bids for holes 1 and 2 were discussed. J. Bain and L. Paradis discussed paving.</li> <li>• The boys Dolphins ages 13-14 won their division.</li> <li>• The early childhood center will be having teachers visiting from China next week.</li> <li>• L. Paradis found out last week that they did receive a grant from Brookline Community Foundation. L. Paradis discussed how the grant this year was lower than past years.</li> <li>• Wachusett Skiing has been going really well.</li> </ul>	

<b>Other Business</b>	<ul style="list-style-type: none"> <li>No other business.</li> </ul>	
<b>Adjourn</b>	<ul style="list-style-type: none"> <li>J, Bain moved to adjourn the meeting. Seconded by N. O'Connor. All in favor.</li> </ul>	

**Next Meeting: April 8, 2014 Location: Town Hall Rm. 111**

**A true record**

**Attest Jessica Zarni**

**Date: 3/18/2014**